



## Elementary Teamwork Rubric

This rubric may be used for self-assessment and peer feedback.

CATEGORY	Exemplary	Proficient	Partially Proficient	Incomplete	POINTS
<b>Focus on the Task</b>	<b>3 points</b> <input type="checkbox"/> Stays on task all of the time without reminders.	<b>2 points</b> <input type="checkbox"/> Stays on task most of the time. Group members can count on this person.	<b>1 point</b> <input type="checkbox"/> Stays on task some of the time. Group members must sometimes remind this person to do the work.	<b>0 points</b> <input type="checkbox"/> Hardly ever stays on task. Lets others do the work.	
	<input type="checkbox"/> A true team member who works hard and helps others in the group.	<input type="checkbox"/> A strong group member who tries hard!	<input type="checkbox"/> Sometimes an active group member, but needs to try harder.	<input type="checkbox"/> Sometimes chooses not to help out, and does not complete tasks.	
<b>Work Habits</b>	<b>3 points</b> <input type="checkbox"/> Is on time for meetings, turns in all work when it is due.	<b>2 points</b> <input type="checkbox"/> Usually on time for meetings, turns in most work when it is due.	<b>1 point</b> <input type="checkbox"/> Sometimes late for meetings, often turns in work late.	<b>0 points</b> <input type="checkbox"/> Late for all or most meetings, and late turning in work.	
	<input type="checkbox"/> Completes assigned tasks and does not depend on others to do the work.	<input type="checkbox"/> Completes most assigned tasks.	<input type="checkbox"/> Does not follow through on most tasks and sometimes counts on others to do the work	<input type="checkbox"/> Does not complete tasks. Depends on others to do all of the work.	

<b>Listening, Questioning and Discussing</b>	<b>3 points</b>	<b>2 points</b>	<b>1 point</b>	<b>0 points</b>	
	<input type="checkbox"/> Respectfully listens, discusses, asks questions and helps direct the group in solving problems.	<input type="checkbox"/> Respectfully listens, discusses and asks questions.	<input type="checkbox"/> Has trouble listening with respect, and takes over discussions without letting other people have a turn.	<input type="checkbox"/> Does not listen with respect, argues with teammates, and does not consider other ideas. Blocks group from reaching agreement.	
<b>Research and Information-Sharing</b>	<b>3 points</b>	<b>2 points</b>	<b>1 point</b>	<b>0 points</b>	
	<input type="checkbox"/> Gathers information and shares useful ideas for discussions. All information fits the group's goals	<input type="checkbox"/> Usually provides useful information and ideas for discussion.	<input type="checkbox"/> Sometimes provides useful information and ideas for discussion.	<input type="checkbox"/> Almost never provides useful information or ideas for discussion.	
<b>Problem-Solving</b>	<b>3 points</b>	<b>2 points</b>	<b>1 point</b>	<b>0 points</b>	
	<input type="checkbox"/> Actively seeks and suggests solutions to problems.	<input type="checkbox"/> Improves on solutions suggested by other group members.	<input type="checkbox"/> Does not offer solutions, but is willing to try solutions suggested by other group members.	<input type="checkbox"/> Does not try to solve problems or help others solve problems.	
<b>Group/Partner Teamwork</b>	<b>3 points</b>	<b>2 points</b>	<b>1 point</b>	<b>0 points</b>	
	<input type="checkbox"/> Works to complete all group goals.	<input type="checkbox"/> Usually helps to complete group goals.	<input type="checkbox"/> Occasionally helps to complete group goals.	<input type="checkbox"/> Does not work well with others and shows no interest in completing group goals.	

	<input type="checkbox"/> Always has a positive attitude about the task(s) and the work of others	<input type="checkbox"/> Usually has a positive attitude about the task(s) and the work of others.	<input type="checkbox"/> Sometimes makes fun of the task(s) or the work of other group members.	<input type="checkbox"/> Often makes fun of others' work and has a negative attitude.
	<input type="checkbox"/> All team members contributed equally to the finished project.	<input type="checkbox"/> Assisted group/partner in the finished project.	<input type="checkbox"/> Finished individual task but did not assist group/partner during the project.	<input type="checkbox"/> Contributed little to the group effort during the project.
	<input type="checkbox"/> Performed all duties of assigned team role and contributed knowledge, opinions, and skills to share with the team. Always did the assigned work.	<input type="checkbox"/> Performed nearly all duties of assigned team role and contributed knowledge, opinions, and skills to share with the team. Completed most of the assigned work.	<input type="checkbox"/> Performed a few duties of assigned team role and contributed a small amount of knowledge, opinions, and skills to share with the team. Completed some of the assigned work.	<input type="checkbox"/> Did not perform any duties of assigned team role and did not contribute knowledge, opinions or skills to share with the team. Relied on others to do the work.
<b>TOTAL POINTS</b>				/18

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